

COMMISSIONERS' MEETING MINUTES
APRIL 28, 2021

Commissioner R. Michael Keith called the regular meeting of the Indiana County Commissioners to order at 10:32 a.m. in the Commissioners Hearing Room. It is noted that because the courthouse is closed during the Corona Virus Pandemic, the meeting was open to the public via Zoom.com.

ROLL CALL

Chairman R. Michael Keith, present
Commissioner Robin A. Gorman, present
Commissioner Sherene Hess, via zoom

Also, in attendance were Solicitor Matthew T. Budash and Chief Clerk Robin Maryai.

PLEDGE OF ALLEGIANCE

Commissioner Keith led those present in reciting the Pledge of Allegiance to the American Flag.

APPROVE MINUTES...APRIL 14, 2021

A motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the minutes of April 14, 2021.

PUBLIC COMMENT

There was no public comment.

EXECUTIVE SESSIONS

There were no Executive Sessions.

COVID 19 UPDATE

Commissioner Keith asked Tom Stutzman, EMA Director, to give a COVID 19 update and he reported that since the last public meeting the county has experienced nice improvements in infection rates and supply of vaccine to inoculate county residents; however, we are still not catching up to our neighboring counties in the number of individuals who are getting the vaccine. Vaccine appointments are readily available at several locations across the county. The two largest providers are Mainline Pharmacy located at the old Kmart in Indiana Mall and at the KCAC hosted by Indiana Regional Medical Center. IRMC has added an additional site at the Chestnut Ridge Medical Express in Blairsville. Mr. Stutzman said there are plenty of vaccines available and we need to get as many people as we can to push us toward the "herd immunity" number.

PROCLAMATION...NATIONAL TRAVEL AND TOURISM MONTH

After a proclamation was read by the Commissioners, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to proclaim the week of May 2 – 8, 2021 as National Travel and Tourism Week in Indiana County and urged the citizens of Indiana County to join them in recognizing the critical role this industry plays in Indiana County. Laura Herrington was present via Zoom and thanked the board for their continued support.

RESOLUTION...ACCEPTING AND APPROVING THE OFFER BY CNB BANK TO REDUCE THE INTEREST RATES APPLICABLE TO THE COUNTY'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES B AND D OF 2018.

At the request of Chris Brewer, Bond Counsel for the County, a motion was made by Mr. Keith, seconded by Ms. Gorman and carried unanimously to approve a resolution accepting and approving the offer by CNB Bank to reduce the interest rates applicable to the county's outstanding General Obligation Bonds, Series B and D of 2018. The 2018B Bond will be reduced from 2.243% to 1.993% and the 2018D Bond will be reduced from 2.168% to 1.918%. Mr. Brewer said that two more proposals to refinance other outstanding loans will come before the board over the coming weeks

LETTER OF ENGAGEMENT FOR PROVISIONING OF NB911 SERVICES / EMA

At the request of Tom Stutzman, Emergency Management Agency, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve a Letter of Engagement for the Provisioning of NG911 Services and partner with other counties in the Commonwealth in providing the technological update to bring 9-1-1 into the present day by participating of the Statewide Next General 9-1-1 (NG911) Project. PEMA has engaged Comtech SST as the provider service. All costs associated with the projected are funded by the State's 9-1-1 Subscriber Fees, and will be paid from the 15% Statewide Project Funds. The initial contract with Comtech is for seven years beginning December 7, 2020 with the option to of three one-year renewal options that could extend this agreement until December 6, 2030.

GRANT APPLICATION...PCOMP SAFETY IMPROVEMENT PROGRAM

At the request of Melissa Miller, Chairman of the Safety Committee, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve that three applications be submitted to the County Commissioners Association of Pennsylvania under the PComp Safety Improvement Program to fund the following safety projects:

1. Probation Office - \$8,120.00 – Transport cages for their vehicles
2. Maintenance - \$3,864.00 – Emergency lighting in basement file storage area
3. Maintenance - \$5,039.00 – Add railing to the existing handicap ramp

AGREEMENT...2KREW SECURITY & SURVEILLANCE / CYS

At the request of Terrence Redd, Children & Youth Services, a motion was made by Ms. Gorman, Seconded by Mr. Keith and carried unanimously to approve an agreement with 2Krew Security & Surveillance in the amount of \$3,295.00. This provider will be installing a security system to the Children & Youth Services Offices. This agreement includes installation, 100 cards, the network door controller and HID Multiclass SE.

SURPLUS EQUIPMENT SALE...PARKS & TRAILS

At the request of Ed Patterson, Parks & Trails, a motion was made by Ms. Hess, seconded by Ms. Gorman and carried unanimously to approve the sale of surplus equipment at the Parks & Trails. Bids are due by 10:30 a.m., Monday, May 24, 2021 where they will be opened and recorded; award/rejection will be at the public meeting on May 26, 2021.

CONTRACT AGREEMENT – ESG-CV2 PLANNING

At the request of LuAnnZak, Office of Planning & Development, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to enter into an Emergency Solutions Grant CARES Act ESG-CV2 contract agreement with the Commonwealth of Pennsylvania

through the Department of Community and Economic Development (DCED) for \$108,272.00. The CARES Act ESG-CV2 allocation is targeted to address local needs resulting from the coronavirus pandemic impacting the Indiana County community. Assistance through the ESG-CV allocation will aid Indiana County in the prevention, preparation for and response to coronavirus among individuals and families who are homeless or receiving homeless assistance. The allocation will also support additional homeless assistance and prevention activities to mitigate the impacts created by the coronavirus. Indiana County's service provider for the ESG-CV2 allocation is the Indiana County Community Action Program. The ESG-CV2 funds will provide Rapid Re-Housing rental and financial assistance and services, landlord incentives, data collection and administrative services. This request includes approval for the Commissioners to complete the required e-signature contracting process as required by PA Department of Community and Economic Development.

CHANGE ORDER #GC-06 – ALICE PAUL HOUSE BUILDING PROJECT / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Alice Paul House Board of Directors and Stiffler McGraw & Associates, Inc., a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve Change Order #GC-06 with General Contractor Mid-State Construction, Inc. in the credit amount of \$1,500.27 on the Alice Paul House Building Project. Change Order #GC-06 is a deduct change order to delete exterior signage from the project scope. The revised contract with Mid-State Construction, Inc. with approval of Change Order #GC-06 will be \$2,390,757.01.

CHANGE ORDER #GC-07 – ALICE PAUL HOUSE BUILDING PROJECT / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of the Alice Paul House Board of Directors and Stiffler McGraw & Associates, Inc., a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve Change Order #GC-07 with General Contractor Mid-State Construction, Inc. in the credit amount of \$500.00 on the Alice Paul House Building Project. Change Order #GC-07 is a deduct change order to delete contractor final cleaning from the project scope. APH will perform the final cleaning with available staff. The revised contract with Mid-State Construction, Inc. with approval of Change Order #GC-07 will be \$2,390,257.01.

CONTRACT AWARD – PEG RUN RESERVOIR DREDGING PROJECT / PLANNING

At the request of Dave Morrow, Office of Planning & Development, and on behalf of Gibson-Thomas Engineering and the Indiana County Municipal Service Authority, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to enter into a contract agreement with Charles J. Merlo, Inc. from Mineral Point, PA for the Peg Run Reservoir Dredging Project. The contract award request in the amount of \$297,000 is for the dredging of approximately 8,000 C.Y. of material and spillway repairs at the Peg Run Reservoir. A total of five responsive proposals were submitted ranging from low bid by Charles J. Merlo, Inc. of \$297,000 to a high bid of \$338,000. This project is being funded with 2018 CDBG Entitlement Funds and 2019 CDBG Competitive Funds.

FIRST EXTENSION OF EXECUTIVE MANAGEMENT SERVICES AGREEMENT

At the request of Matthew Budash, County Solicitor, a motion was made by Ms. Gorman, seconded by Ms. Hess and carried unanimously to approve the First Extension of Executive Management Services Agreement between the County and the Indiana County Development

Corporation. Under this agreement ICDC provides executive management services related to the operation and administration of the Indiana County Office of Planning & Development. Terms of this extension are from April 8, 2021 to April 7, 2025. The management fee paid by the county to ICDC is as follows:

- a. 2022 – 2023: \$112,200.00 billed monthly at \$9,350.00 per month
- b. 2023 – 2024: \$114,444.00 billed monthly at \$9,537.00 per month
- c. 2024 – 2025: \$116,732.88 billed monthly at \$9,727.74 per month

All other terms and conditions of the Executive Management Services Agreement remain in full force and effect.

FIRST EXTENSION OF ADMINISTRATIVE SERVICES REIMBURSEMENT AGREEMENT

At the request of Matthew Budash, County Solicitor, a motion was made by Mr. Keith, seconded by Ms. Hess and carried unanimously to approve the First Extension of Administrative Services Reimbursement Agreement between the County and Indiana County Development Corporation. Under this agreement ICDC agreed to reimburse the County the sum of \$50,000.00 annually for significant and substantial administrative support provided by the County to ICDC through the Office of Planning & Development. Terms of this extension are from January 1, 2022 and ending on December 31, 2024. All other terms and conditions of the Administrative Services Reimbursement Agreement remain in full force and effect.

OTHER BUSINESS

Commissioner Keith announced that the Restaurant Revitalization Fund (RRF) will open portals on May 3rd at noon. Commissioner Gorman announced that the American Rescue Plan (ARP) Funds opens as well on May 3rd. These are two separate funds. Also, on April 22nd the board has a meeting with NACO regarding preparations and guidelines for the ARP funds. Commissioner Hess announced the Emergency Rental Assistance and Utility Program is still accepting applications through ICCAP.

NEXT REGULAR MEETING... APRIL 28, 2021 AT 10:30 A.M.

The next regular scheduled Commissioners' Public meeting will be held on Wednesday, April 28, 2021 at 10:30 a.m. in the Commissioners' Hearing Room.

ADJOURNMENT

With no other business to come before the Board at this time, a motion was made by Ms. Gorman, seconded by Ms. Hess to adjourn the meeting at 11:07 a.m.

Sherene Hess, Secretary

R. Michael Keith, Chairman